

City of Woodland

City Hall
Council Chambers
300 First Street
Woodland, CA 95695



Regular Meeting Minutes

Tuesday, March 24, 2020

6:00 PM

City Council

SPECIAL CITY COUNCIL MEETING

PLEASE NOTE: The March 24, 2020 Woodland City Council will be conducted pursuant to the Governor's Executive Order N-29-20.

- 1. The meeting will be held via teleconference and Council members will participate via teleconference. Those locations are not listed on the agenda and are not accessible to the public.**
- 2. The public is encouraged to listen to the City Council meeting live on Woodland TV Channel 20 and also by going to the City of Woodland web site at www.cityofwoodland.org/meetings.**
- 3. If you wish to make a comment during general public comment or on a specific agenda item, there are two ways to do that. You may leave a voice mail message at (530) 661-5900. All voice mail messages received by 6:00 p.m. will be played during the City Council meeting and read into the record at the appropriate time. Any member of the public watching the live stream who wishes to make a comment on an item as it is being heard may submit an email to the City Clerk at CouncilMeetings@cityofwoodland.org prior to Public Comment on that item. Email comments submitted to be read into the record shall be no more than three (3) minutes when read aloud. Please include the agenda item in the subject line.**

SPECIAL CITY COUNCIL MEETING

6:00 PM

A. CALL TO ORDER

Meeting called to order at 6:00 PM.

B. ROLL CALL

Roll call was conducted, all Council Members identified themselves and were present via teleconference.

Present: Barajas, Fernandez, Lansburgh, Rodriguez and Stallard

Absent: None

Staff Members present via teleconference: Ken Hiatt, Interim City Manager, Kara Ueda, City Attorney, Ana Gonzalez, City Clerk, Bent Meyer, Acting Community Development Director, Christine Engel, Community Services Director, Craig Locke, Public Works Director, Derrek Kaff, Police Chief, Eric Zane, Fire Chief, J Kimura, Senior Application Analyst, Kim McKinney, Finance Officer, Scott Sawin, Information Technology Manager, and Sheila McShane, Human Resources Manager.

C. PLEDGE OF ALLEGIANCE

Pledge of Allegiance led by Mayor Lansburgh.

D. COMMUNICATIONS - PUBLIC COMMENT

This is an opportunity for the public to speak to the Council on any item other than those listed for public hearing on this agenda. Speakers are requested to use the microphone in front of the Council and to begin by stating their name, whether they reside in Woodland and the name of the organization they represent if any. The Mayor may impose a time limit on any speaker depending on the number of people wanting to speak and time available for the rest of the agenda. In the event comments are related to an item scheduled on the agenda, speakers may be required to wait to make their comments until that item is considered.

Public Comment received by Andy Post via e-mail regarding a rent moratorium was read into the record.

E. COMMUNICATIONS - COUNCIL/STAFF STATEMENTS AND REQUESTS

This is an opportunity for the Council Members and Staff to make comments and announcements, to express concerns, or to request Council's consideration of any items a Council Member would like to have discussed at a future Council meeting.

Verbal updates provided by Council Members/Staff.

1. SUBJECT: Long Range Calendar

RECOMMENDATION FOR ACTION: Staff recommends that the City Council receive the Long Range Calendar for informational purposes only.

F. REPORTS OF THE CITY MANAGER

2. SUBJECT: Update on COVID-19 Response and Preparedness

RECOMMENDATION FOR ACTION: Receive an update and discuss next steps.

Received an update and discussed next steps from Interim City Manager Ken Hiatt and Emergency Preparedness Program Supervisor Dana Carey. This will be a standing item on the agenda for the next 4-6 weeks.

3. SUBJECT: Business Assistance Related to COVID-19

RECOMMENDATION FOR ACTION: Staff recommends the City Council receive a report on efforts to assist local businesses impacted by COVID-19 and take the following actions:

1. Approve an Urgency Ordinance, by a Four-Fifths Vote, Temporarily Suspending Sections 3.12.080 and 3.12.090 of the City of Woodland Municipal Code Concerning Payment of Transient Occupancy Tax; and
2. Direct staff to come back at the March 31st special City Council meeting with an Urgency Ordinance to expand the moratorium on evictions to include commercial tenants.

On a motion by Council Member Barajas, seconded by Council Member Stallard and carried unanimously on a 5-0 roll call vote, Council Members adopted Urgency Ordinance No. 1659, URGENCY ORDINANCE NO. 1659, AN URGENCY ORDINANCE OF THE CITY COUNCIL OF THE CITY OF WOODLAND TEMPORARILY SUSPENDING SECTIONS 3.12.080 AND 3.12.090 OF THE CITY OF WOODLAND MUNICIPAL CODE CONCERNING PAYMENT OF TRANSIENT OCCUPANCY TAX, AND DECLARING THE URGENCY THEREOF.

AYES: Barajas, Fernandez, Lansburgh, Rodriguez and Stallard

NOES: None

4. SUBJECT: COVID-19 Limited Duration Administrative Leave Policy

RECOMMENDATION FOR ACTION: Staff recommends that the City Council approve the Resolution Ratifying the COVID-19 Limited Duration Administrative Leave Policy Adopted by the Interim City Manager on March 19, 2020.

On a motion by Council Member Stallard, seconded by Council Member Rodriguez and carried unanimously on a 5-0 roll call vote, Council Members adopted RESOLUTION NO. 7425, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND RATIFYING THE LIMITED DURATION COVID-19 ADMINISTRATIVE LEAVE POLICY ADOPTED BY THE INTERIM CITY MANAGER ON MARCH 19, 2020.

AYES: Barajas, Fernandez, Lansburgh, Rodriguez and Stallard

NOES: None

G. ADJOURN

Meeting adjourned at 7:14 PM.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'Ana B. Gonzalez', with a stylized flourish at the end.

Ana B. Gonzalez, City Clerk

Adopted by Council: April 7, 2020